

ANTHONY A. BUCCI APPOINTED PERSONNEL ADMINISTRATOR



Anthony A. Bucci, former Assistant Director of Human Resources in the Department of Corrections, is the newly appointed State Personnel Administrator.

At the Department of Corrections, Bucci was responsible for providing leadership and direction in planning, developing and implementing Labor Relations and Personnel Administration programs for a workforce of

nearly 1600 employees. Prior to that, he was Administrator of Employee Relations at Corrections.

Bucci is a graduate of Roger Williams College with a double major in Psychology and English; holds a Masters degree in Public Administration specializing in Organizational Management, from the University of Rhode Island; and has pursued additional advanced studies in Labor Relations and Personnel Administration at URI.

Bucci has extensive experience in labor relations with a heavy emphasis on collective bargaining dating back to 1983, when he worked with the Associate Director of Administration and the Labor Relations Administrator on statewide contract negotiations.

At the time of this interview with **pRide**, Bucci was winding down from an intensive and protracted twenty hour contract negotiation session with the R.I. Brotherhood of Correctional Officers. It was clear however, that this "double duty" did not affect his thinking nor dampen his enthusiasm for his new job. Personable and articulate, he expressed his views on what he perceives as his mission and his short term objectives for the Office of Personnel Administration.

Bucci knows his key responsibilities well, and he recites them like an oath of office: "Administering the Merit System Laws and Personnel Rules, the Position Classification Plan, and the Pay Plan; Recruitment, and the maintenance of Employment and Promotion Examinations; Affirmative Action, and the Administration of Employee Benefits."

His short term objective focuses on "expediting and streamlining the position appointment process to eliminate redundancy, overlap and general delay.

"I consider the Office of Personnel Administration a vehicle (support source) to assist agency directors meet their objectives in the hiring/appointment process in a more expeditious manner; to allow them to attain their mission to deliver efficient public goods and services."

But it is the opportunity to be the catalyst for making constructive changes in the System that excites him most. He is, for example, excited about a new pilot program to begin in June/July with the University of Rhode Island, in which agencies will be able to record personnel actions electronically using satellite computers that will, eventually, be located at all major user agencies, thus reducing much paperwork including the overworked and peripathetic CS-3 Form.

Bucci readily admits that the idea is not his own; the program has been in the works for some time, but the objectives of the project dovetail neatly with his own plans: to reduce the number of personnel action forms and simplify the entire personnel action process.

Bucci is also awaiting the report of the Personnel System Revue Committee appointed by Governor Sundlun, to study ways and make recommendations to improve the delivery of personnel services. He hopes that the Committee will come forward with new approaches that he can use to further strengthen the Merit System.

Bucci expressed surprise at the devastation wrought upon the Department of Administration and his Office by the reduction in force. Few outside the department realize how deep the cuts have been, he says. He had high praise for what remains of his staff, and expressed amazement on how much work gets done with so few workers.

To reach his objective and to compensate for a lack of staff, Bucci will concentrate on what he terms "Staff Team" building. This he views as a "necessary first step in developing trust and to demonstrate support."

Bucci will meet with key managers and supervisors to get a feel for their concerns, and to look for sound, practical suggestions for improving the System, "which is our ultimate goal." Moreover, his Staff Team building approach will include working meetings with personnel from every working level in his Office.

Bucci admits that State employee morale has been very low. However, he is confident that his Staff Team approach to work will contribute to improving working conditions, and thus morale, by redistributing work and responsibility more equitably among staff personnel.

Other actions that he sees as morale boosters include the end of the personnel salary deferment program that will restore employee wages to 100% beginning in April, and the start of the repayment program for back wages slated to begin in July.

All of these events make Bucci confident that "the best is yet to be" and that these are exciting times to be able to do interesting, challenging and productive work, and be instrumental in affecting change in a positive way.



FROM THE OFFICE OF THE GOVERNOR

Executive Orders

No.	Date	Subject
91-36	9-30-91	Declares a state of emergency and orders R.I. National Guard into service in meeting civil unrest at the Maximum Security Prison.
91-37	10-1-91	Establishes a Governor's Insurance Council to advise the State on implementing compulsory automobile insurance; study and make recommendations on issues relating to insurance in the administration of Workers' Compensation; study licensing practices of the State relative to the insurance industry; and advise and make recommendations to the Governor concerning legislation which affects the insurance industry.
91-37A	12-2-91	Amends EO 91-37 Establishing a Governor's Insurance Council by making certain changes in the membership of the Council.
91-38	10-15-91	Relates to post audit follow-ups on biennial audits of State departments.
91-39	10-28-91	Makes the State Equal Opportunity Office (SEOO) responsible for providing a program of orientation to all State employees concerning the nature of sexual harassment, and investigating and resolving all complaints of sexual harassment.
91-40	10-28-91	Establishes no smoking policy for all State facilities.
92-1	1-7-92	Establishes a Rhode Island Distinguished Service Star award for exceptional meritorious service to the State and its citizens in a duty of responsibility.
92-2	1-23-92	Implements the R.I. State ADA Compliance Plan to fulfill the objectives of the Americans With Disabilities Act.
92-3	2-10-92	Requires all state employees and all passengers riding in any vehicle operated by a state employee to use seat belts whenever travelling in motor vehicles operated on the roadways, streets or highways of this State.

For more information or copies of Executive Orders, contact Kathy, the Office of the Executive Counsel, 277-2080, Ext. 258.

pRIde

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DESERT STORM VETERANS

We acknowledge with pride and gratitude, the service and sacrifices of the following additional state employees who served America in the Gulf War:

COMMUNITY COLLEGE OF RHODE ISLAND

Roche, Mary A.

DEPARTMENT OF TRANSPORTATION

Wall, Robert S.

SAC DIRECTOR HONORED



Norman Dakake, Director of the Rhode Island Statistical Analysis Center, is the recipient of the Bureau of Justice Statistics' Paul Sylvestre Memorial Award.

Each year, the Bureau of Justice Statistics presents an award to a State Statistical Analysis Center in the memory of Paul Sylvestre, a champion of the statistical analysis center concept from the time of its founding in 1972. The award recognizes high achievement in the field of criminal justice analysis.

Presentation of the award was made by BJS Program Manager Paul White at the annual conference of the Criminal Justice Statistics Association in Chicago.

Mr. Dakake has been employed by the Governor's Justice Commission since 1975, and has been Director of the Rhode Island SAC since July 1979.

He is a resident of Barrington and is married to the former Louise Guyon, a nurse coordinator at MHRH's General Hospital.

9-1-1 TELECOMMUNICATOR RECEIVES COMMENDATION

Rhode Island 9-1-1 Telecommunicator Jennifer Newman is the recent recipient of a Letter of Commendation from Colonel Ernest Ricci, Executive Director of the E9-1-1 Uniform Emergency Telephone System.

Colonel Ricci's letter reads in part:

"On October 8, 1991, your decisive action and knowledge of approved remedial medical techniques were instrumental in saving a choking victim from certain death.

"You were the first public safety representative at the scene of that medical emergency and you exemplified through your demeanor, the confidence and ability which has become a R.I. 9-1-1 hallmark.

"All of us at 9-1-1, management and staff alike, are extremely proud of you Jennifer Newman, for the manner in which you represented us on October 8, 1991.

"Your performance will continuously inspire us to maintain the same standard of excellence.

"Congratulations."

In added remarks, Colonel Ricci said:

"Not long ago the major intervention affecting survival of a heart attack victim, or a choking victim, for example, was the response time of the rescue unit.

"In an effort to further reduce response time, emergency rooms were built in practically every community in Rhode Island and patients were in an emergency facility, under a doctors' care even more quickly.

"Today, with the presence of a Statewide Enhanced 9-1-1 System in Rhode Island, the major intervention affecting survival may very well have become the 9-1-1 Telecommunicator and his or her ability to impart and direct emergency medical procedures by telephone while the rescue is traveling to the scene."

INTRODUCING . . .



Jerome Williams
Deputy Director
Department of Administration

By his own admission, Jerry Williams thrives on challenges. This may account in part for the number of responsible jobs found in his work resume.

He has been Deputy Treasurer and Treasurer of the Town of Barrington; a Financial Planning Analyst for the state's largest bank; a Deputy General Treasurer for Finance in the Office of the General Treasurer; and Deputy Director of the Department of Administration, his present job.

No one can accuse Williams of being educationally deprived or unprepared for a productive and successful career. While some collect stamps, coins, antiques or baseball cards, Williams collects college degrees. During the past twelve years or so, he has managed to acquire two Bachelor of Science degrees, with majors in Management and Accounting, and a Masters degree in Accounting, all from Bryant College. With typical modesty, he shrugs off those accomplishments as nothing more than challenges met and brought to successful fruition.

Williams, who took over his new job in September, lives in Barrington with wife Rosemary, son Christopher age 9, and daughter Lauren age 6.

As Deputy Director of Administration, Williams is responsible for the day-to-day operations of the Department of Administration, while Director Harry Baird devotes more time to special projects for the Governor, including the complex, and time consuming "banking crisis."

Three areas of concern preoccupy Williams, and present him with his newest set of challenges: cost containment for the state's Workers' Compensation system; collective bargaining negotiations; and simplifying and updating administrative procedures.

Williams is well aware of the difficult task he faces in trying to accomplish what needs to be done with limited resources, including an ever shrinking workforce. Nevertheless, he is convinced that by taking "an excellent workforce" and minimizing bureaucracy, he can make inroads into those problem areas that hold his interest.

Another major concern, and one that he feels keenly, is the low morale that permeates the workforce due to uncertainty about future job security, aggravated by additional burdens carried by all in doing the work of government with insufficient staff.

"There are numerous concerns and unknowns out there," (in the workforce), he acknowledges, "and morale is suffering because of it."

His immediate plans include continual visits to all the divisions within the Department of Administration to meet the people, and to learn first hand about the problems faced by division heads coping with a constricted workforce.

"Getting a feel of the pulse of the people responsible for making state government work is important to me," he says.

Williams has no illusions about his new job. His work, he readily admits, is "rewarding for me; the challenges are numerous."

But then, one gets the feeling that that is exactly the way Deputy Director Jerome Williams likes it!

MHRH EMPLOYEES RECEIVE HOSPITAL ASSOCIATION OF RI AWARDS

Three employees of the Rhode Island Department of Mental Health, Retardation and Hospitals received the Hospital Association of Rhode Island's "Award for Excellence in Hospital Care" at a special dinner in their honor.

The award recognizes hospital employees who have demonstrated exemplary job performance.



Manish Desai, M.D., has been a full-time physician at the General Hospital since 1986. According to Rajnikant Shah, M.D., medical program director at the hospital, Dr. Desai has been particularly active in the development of the AIDS unit established prior to his arrival. Dr. Desai brought visibility and recognition of the unit to the community. Dr.

Desai is very committed to sharing his experience with other practitioners and researchers in the AIDS field. He is a member of Brown University's AIDS Task Force, and a support group for professionals who provide services to AIDS patients. Dr. Desai is a very committed physician in all aspects of patient care.



Lyn Couture, secretary, has worked at Zambarano Memorial Hospital in Burrillville for 17 years. "If there were ever a team player," says Zambarano's associate director of operations, Jim Benedict, "then Lyn Couture would be the captain of the team." Lyn carries her duties far beyond what her job title calls for.

Through careful organization, she maintains a constant smooth flow of operation to all of the maintenance area where she works. Lyn has often worked independently, and always strives to provide the services that support quality care for the hospital's clients. Benedict adds, "I'm extremely proud to have an employee with such dedication and a positive attitude."



James Riley, an employee of the Institute of Mental Health's Housekeeping Department since 1976 is best described as a highly motivated employee whose innovative housekeeping skills are highly regarded by staff and patients alike.

Jim is an outstanding supervisor who never refuses to accommodate a request, even if it is beyond his regular job responsibilities. His contribution to the operation of the hospital is considered extraordinary by his fellow employees as well as by the patients, who acknowledge his genuine concern for the comfort, rights and dignity of the hospital patients.

STATE EMPLOYEES OFFER HOPE

State workers contributed \$439,025 to charities of their choice in the 1991 State Employees Charitable Appeal, according to SECA officials.

Despite a very difficult year due to the economic recession, twenty-one State agencies had outstanding campaigns resulting in donations that exceeded last year totals.

Member agencies of nine federations are the recipients of your funds. On behalf of all who will benefit — THANK YOU!

Office of Training and Development Courses

THE AMERICANS WITH DISABILITIES ACT

\$20

Focus on requirements of the A.D.A., including: reasonable accommodations; employment qualifications and testing; medical examinations. Target agencies: State and City/Town government agencies; non-profit agencies; any recipient of Federal funds; any employer with more than 25 employees. Apr. 15; 1 to 4 p.m. Instructor: Dr. Phillip Calkins, Asst. to the Chairperson, U.S. Equal Employment Opportunity Commission. Also available to answer questions: Bob Cooper, Ex. Sec. Governor's Commission on the Handicapped; Peter Coccoli, Architectural Access Coordinator, Building Code Commission. Call 277-2877 to register, TDD 277-6144. Special accommodations will be made. Please inform us by April 6, 1992.

PROGRAM PLANNING AND EVALUATION

\$75

5 Thurs. begin. Apr. 23; 9 to 12; 1/2 credit.

MANAGING EMPLOYEE PERFORMANCE

\$110

5 Mons. begin. May 4; 9 to 4 (luncheon incl.) 1/2 credit. Instructors: Scott Mueller; John Turano; John Boulmetis.

SELF-DEFENSE FOR WOMEN

\$20

May 5 & 6; 3 to 5; self-defense equipment included. Instructor: Sheriff Armand Pires. Co-sponsored with Providence County Sheriffs Dept.

AUDIO-VISUAL REVIEW

\$5 (Per Session)

Session 1: Wed. May 6; Session 2: Wed. May 13; 9 to 12. Instructor: Michael Hughes.

BASIC SPANISH

\$75

6 Mons. begin. May 11; 9 to 12; 1/2 credit. (No class May 25). Instructor: Rocio Borrero.

LABOR RELATIONS ISSUES FOR SUPERVISORS

\$40

Mon. May 11; 9 to 4; (luncheon included). Instructor: John Turano.

TOTAL QUALITY MANAGEMENT PROBLEM SOLVING STRATEGIES

\$18

Wed, May 13; 9 to 12. Instructor: Joan Sackett.

INTERMEDIATE LOTUS 1-2-3

\$97

5 Thurs. begin. May 14; 9 to 12; 1/2 credit. Instructor: James Kenny.

INTERMEDIATE Q&A

\$97

5 Fris. begin. May 15; 9 to 12; 1/2 credit. Instructor: James Kenney.

ASSERTIVENESS TRAINING

\$75

5 Weds. begin. May 20; 9 to 12; 1/2 credit.

DESKTOP PUBLISHING

\$97

5 Weds. begin. May 27; 9 to 12; credit. Instructors: James Davis and Michael Hughes.

SURVIVAL SIGN LANGUAGE

\$75

8 Weds. begin. May 6; 1:30 to 3:30; 1/2 credit.

SECRETS OF SECRETARIAL SANITY

\$75

(formerly Secrets of Secretarial Success) 3 Tues. begin. June 2; 9 to 4; 1/2 credit. Instructors: Tina M. Rosa, Dorothy D. Zimmering, and Susan Jacobs Reidy.

MANAGING CHANGE

\$75

3 Tues. June 2 & 9; 9 to 4. June 16; 9 to 12; 1/2 credit. Instructors: Scott Mueller and Sylvia Weber.

RETIREMENT PLANNING

\$75

3 Weds. begin. June 3; 9 to 4; 1/2 credit. Instructors: Scott Mueller and Barbara Walsh.

CPR

\$20

Thurs. June 4; 9 to 12. Instructor: Karen Grant.

BITS 'N PIECES

The American Association of Retired Persons (AARP) has selected the Department of Elderly Affairs to conduct a two-year pilot project designed to improve the quality of life for residents living in assisted care facilities. Under the Assisted Living Facilities for the Elderly (ALFE) program, DEA will recruit, train, and support volunteers who work with older persons living in assisted care facilities.

* * *

In a recent unanimous decision, the U.S. Supreme Court has ruled that federal law does not limit the duration of leave available to National Guard reservists who go on active military duty and then return to their civilian jobs. The federal appeals court in Atlanta had ruled that a three-year leave was unreasonable in the case of an Alabama guard member who planned to take an active duty post and wanted to ensure that he could regain his civilian hospital job. The high court reversed the decision, stressing that the federal law contains no time limit for National Guard members.

* * *

Beginning on January 1, 1992, the General Hospital, R.I. Medical Center, and the Dr. U.E. Zambarano Memorial Hospital joined with hospitals around the country in adopting a smoke-free policy. This policy is in compliance with the requirements of the Joint Commission on Healthcare Organizations (JCAHO), a private organization created by and composed of health care professionals. JCAHO surveyors evaluate hospitals throughout the country on how well the facility is managed and the quality of patient care provided.

* * *

Elizabeth Arouth, an AIDS Surveillance Specialist with twentythree years of service in the Department of Health, has received a \$500 cash incentive award from the State Awards Program for proposing a screening process to avoid repeat AIDS testing inmates at the ACI. The State Awards Program is designed to recognize ideas and proposals that result in cost savings to the State. As a Coordinator of HIV surveillance in the AIDS/ STD Division, Elizabeth noted the extremely high rate (76%) of repeat testing of persons who had previously tested positive at the ACI. Repeat testing was projected to cost the State between \$10,000 and \$15,000 annually. Elizabeth proposed implementing a screening process to avoid repeated testing, resulting in significant savings for the State. **pRIde** salutes Elizabeth Arouth for her initiative and on her success. We also extend a special "thank you" to all State employees who submitted suggestions during the past year.

* * *

Mary Armstrong, manager of the Warwick Job Service office, and a long time member of the International Association of Personnel in Employment Security (IAPES), has been selected to serve on the Legislative Steering Committee of the International Board of IAPES, beginning in June, 1992. Committee members study pending legislation affecting the Employment Security system, and make known to Congress the views of IAPES members concerning that legislation. Mary has served several terms as RI Chapter IAPES President, and as the committee chair of every standing committee. She served as District I representative on the International Board, and was honored with a special President's Award for her work with the Connecticut Chapter of IAPES.

* * *

Retired former Personnel Administrator Brad Southworth, past President of the National Association of State Personnel Executives (NASPE), moderated a session on "Managing State Budget Reductions Downsizing" at the Council of State Governments States' Summit meeting held in Newport. John Turano, chief labor negotiator for Rhode Island, participated in a panel discussion at that meeting, with officials from Illinois via interactive video teleconferencing. The Illinois officials discussed the savings associated with this new technology.



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